



Personnel

1300 Sawgrass Corporate Parkway, #100 • Sunrise, FL 33323 • Phone: 954.838.4522

ASSISTANT UTILITY FINANCE MANAGER

- DATE:** March 24, 2004 (amended October 5, 2004)
- SALARY:** \$48,569 - \$66,953
- NATURE OF WORK:** This is professional level work involving analysis of the utility fund as well as the supervision of management and supervisory staff overseeing the billing, customer service and collection operations.
- WORKSITE LOCATION:** Finance Department, City Hall
10770 W. Oakland Park Blvd., Sunrise
- EDUCATION:** Graduation from an accredited college or university with a Bachelor's Degree in Business, Finance, Accounting or a related field.
- EXPERIENCE:**
- Three (3) years full-time paid professional level analytical experience in a financial or customer service operation; including one (1) year supervisory experience.
 - Proficiency with various computer applications and software, including spreadsheets is desirable.
- CLOSING DATE:** Open until filled.
- HOW TO APPLY:** Please submit a completed City of Sunrise Employment Application (or two (2) copies of resume), with proof of education to the Personnel Department.

It shall be the policy of the City of Sunrise to hire well-qualified persons to perform the many tasks necessary in providing the services the City is called upon to render. An integral part of this policy is to provide equal employment opportunity for all persons for employment and to recruit and administer hiring, working conditions, benefits and privileges of employment, compensation, training, appointments for advancement, including upgrading and promotions, transfers, and terminations of employment including layoffs and recalls for all employees without discrimination because of race, color, religion, national origin, sex, marital status, sexual orientation, age or physical or mental disabilities who are qualified for the jobs they are seeking.

EQUAL OPPORTUNITY EMPLOYER - M/F/D/V